



Downtown Development Authority

AGENDA

Thursday, July 09, 2020

8:00 AM

City Hall

CALL TO ORDER

ROLL CALL

APPROVAL OF PREVIOUS MEETING MINUTES

[DDA](#) June Minutes

APPROVAL OF FINANCIAL STATEMENTS

[DDA](#) May Financials

PUBLIC FORUM

CITY UPDATE

COUNTY UPDATE

COMMUNITY WORK PLAN &REPORTS

Existing Environment

Infill Development - W. Highland parking lot update/Wayne Street design

Entertainment Draws - Downtown Green surveying underway

PROGRAMS

Events

Downtown Design

Farmers Market

FUNDING

DDA Stabilization grant reports coming in.

SPONSORSHIP

FACADE GRANTS - none

COMMUNITY EVENT GRANTS -none

NEW BUSINESS**ANNOUNCEMENTS:**

Next meeting scheduled, August 13th, at 8:00 am at Monroe City Hall

ADJOURN



Downtown Development Authority

MINUTES

Thursday, June 11, 2020

8:00 AM

City Hall

CALL TO ORDER

Meeting was called to order at 8:04 am.

ROLL CALL

PRESENT

- Chairman Lisa Anderson
- Vice Chair Meredith Malcom
- Board Member Whit Holder
- Board Member Charles Sanders
- City Council Representative Ross Bradley

ABSENT

- Secretary Andrea Gray
- Board Member Wesley Sisk
- Board Member Chris Collin

CITY STAFF

- Sadie Krawczyk
- Les Russell
- Leigh Ann Walker
- Aida Roberts (intern)

APPROVAL OF PREVIOUS MEETING MINUTES

Approved as presented. Motion made by City Council Representative Bradley, Seconded by Vice Chair Malcom.

Voting Yea: Chairman Anderson, Vice Chair Malcom, Board Member Holder, Board Member

Sanders, City Council Representative Bradley

- 1. DDA May Minutes

APPROVAL OF FINANCIAL STATEMENTS

Approved - Motion made by City Council Representative Bradley, Seconded by Board Member Holder.

Voting Yea: Chairman Anderson, Vice Chair Malcom, Board Member Holder, Board Member Sanders, City Council Representative Bradley

- 2. DDA April Financials

PUBLIC FORUM

None.

CITY UPDATE

Childers Park work is almost complete; Pilot Park will begin soon; Peters & Fosters parking lot redesign did not go through as planned, still hoping to do the sidewalks without the parking redesign; Downtown Green design is underway with Keck & Wood; City Hall and other city offices planning to open fully to the public on July 6th.

COUNTY UPDATE

COMMUNITY WORK PLAN &REPORTS

Existing Environment -

Parklet designed and a contractor hired; swings ordered for hammock park; Pocket park refresh will be done by Conner Grading and Landscaping.

Infill Development -

MCDS will be leaving 603 S. Broad Street in 2021, so we need to thinking of potential uses/tenants for that building between now and then; Peyton Pettus moving forward with building out lofts on their building's 2nd floor; Mainstreet Walton Mill planning to be open in Nov. of this year; the board also discussed the idea of acquiring and repurposing the old Monroe Drug Property on Midland Ave.

Entertainment Draws -

Event t-shirt promotion underway at this time; looking to do some picnic and play days in the park in July.

PROGRAMS

Events

July 4th fireworks and Boys and Girls Club event; July 24th concert on downtown green, August and September concerts will happen as originally planned.

Downtown Design

Still working on banners.

Farmers Market

Opened face to face market last Saturday, around 600 customers, good sales for vendors.

FUNDING

SPONSORSHIP

FACADE GRANTS

None.

Educational DDA Stabilization Grants

1 - Young Learner's Christian Academy

Approved for funding - Motion made by Board Member Holder, Seconded by Vice Chair Malcom.

Voting Yea: Chairman Anderson, Vice Chair Malcom, Board Member Holder, Board Member Sanders, City Council Representative Bradley

4. 2 - MCDS

Approved for funding - Motion made by Board Member Sanders, Seconded by Board Member Holder.

Voting Yea: Chairman Anderson, Vice Chair Malcom, Board Member Holder, Board Member Sanders, City Council Representative Bradley

COMMUNITY EVENT GRANTS

None.

NEW BUSINESS

5 new businesses coming to downtown in the coming months - Barbershop, new spa, dog groomer, Blue Rooster, and a new home/art retail store.

ANNOUNCEMENTS:

Next meeting scheduled, July 9th, at 8:00 am at Monroe City Hall

DDA annual planning retreat will also occur this day.

ADJOURN

Motion made by City Council Representative Bradley, Seconded by Vice Chair Malcom.
Voting Yea: Chairman Anderson, Vice Chair Malcom, Board Member Holder, Board Member
Sanders, City Council Representative Bradley

Balance Sheet

As of May 30, 2020

	<u>May 30, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
111145 · RDF Checking Account	500.00
111108 · Synovus 205-495-003-6	28,127.19
111111 · Synovus 100-097-081-2	69,935.61
111100 · General Fund Checking	68,544.36
Total Checking/Savings	<u>167,107.16</u>
Total Current Assets	<u>167,107.16</u>
TOTAL ASSETS	<u>167,107.16</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
121200 · Accts. Payable - DT Dollars	2,452.70
Total Other Current Liabilities	<u>2,452.70</u>
Total Current Liabilities	<u>2,452.70</u>
Total Liabilities	2,452.70
Equity	
134220 · Fund Balance Unreserved	146,782.59
Net Income	17,871.87
Total Equity	<u>164,654.46</u>
TOTAL LIABILITIES & EQUITY	<u>167,107.16</u>

Profit & Loss

May 2020

	<u>May 20</u>
Ordinary Income/Expense	
Income	
347903 · Farmers Market Revenue	4,269.80
361000 · Interest Income	9.18
371000 · Memberships & Contributions	-7,750.00
Total Income	<u>-3,471.02</u>
Expense	
573000 · Payments to Others	33,990.00
572030 · Downtown Development	5,500.00
531175 · Farmers Mkt Gen Expenses	4,033.49
523850 · Contract Labor	400.00
531203 · Old City Hall	
531203D · Pest Control	60.00
531203U · Utilities	1,523.30
Total 531203 · Old City Hall	<u>1,583.30</u>
Total Expense	<u>45,506.79</u>
Net Ordinary Income	-48,977.81
Other Income/Expense	
Other Income	
381011 · Rent Received - 227 S. Broad St	2,900.00
Total Other Income	<u>2,900.00</u>
Net Other Income	<u>2,900.00</u>
Net Income	<u><u>-46,077.81</u></u>

Profit & Loss

January through May 2020

	<u>Jan - May 20</u>
Ordinary Income/Expense	
Income	
391205 · Transfers In-DDA Stabilization	100,000.00
347903 · Farmers Market Revenue	
Farmers Market Fees	1,080.00
sales	181.00
347903 · Farmers Market Revenue - Other	4,269.80
Total 347903 · Farmers Market Revenue	5,530.80
347300 · Event Fees/Revenue	10,698.88
336100 · City Funding	6,250.00
361000 · Interest Income	53.70
371000 · Memberships & Contributions	24,156.00
389000 · Other Misc. Revenue	281.00
Total Income	146,970.38
Expense	
573000 · Payments to Others	108,690.00
572030 · Downtown Development	12,000.00
531175 · Farmers Mkt Gen Expenses	4,086.09
523301 · Event Expenses	2,190.96
523850 · Contract Labor	3,100.00
523500 · Dues and Subscriptions	100.00
531600 · Equipment <\$5000	1,028.94
531100 · Office Operations	612.25
523300 · Advertising	390.00
523700 · Training & Education	385.00
531203 · Old City Hall	
531203D · Pest Control	180.00
531203U · Utilities	9,297.89
522600 · Landscaping	130.00
Total 531203 · Old City Hall	9,607.89
Total Expense	142,191.13
Net Ordinary Income	4,779.25
Other Income/Expense	
Other Income	
381011 · Rent Received - 227 S. Broad St	13,425.00
Total Other Income	13,425.00
Other Expense	
532900 · Misc. Expense	324.05
Total Other Expense	324.05
Net Other Income	13,100.95
Net Income	17,880.20